



*Nature, Community, Forever*

**Group/Commercial Use Application and Agreement  
for Harpswell Heritage Land Trust Preserves**

*Please complete and return to Harpswell Heritage Land Trust, PO Box 359, Harpswell ME 04079.*

Name of applicant or organization: \_\_\_\_\_

Proposed event/activity: \_\_\_\_\_

Proposed location (name of preserve) of event/activity \_\_\_\_\_

Date of event/activity: \_\_\_\_\_ Starting time: \_\_\_\_\_ Ending time: \_\_\_\_\_

Date of set-up (if applicable): \_\_\_\_\_

Estimated attendance: \_\_\_\_\_ Will you charge admission? \_\_\_\_Yes \_\_\_\_No

Will you have any type of fire, such as a grill or barbeque? \_\_\_\_Yes \_\_\_\_No

If yes, please describe: \_\_\_\_\_

Will alcohol be served or consumed? \_\_\_\_Yes \_\_\_\_No

How did you hear about us? \_\_\_\_\_

**Contact person:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please read and initial the *Terms of Agreement for Group/Commercial Use of HHLT Preserves* (next page), then sign below and mail to Harpswell Heritage Land Trust.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed name: \_\_\_\_\_

## **Terms of Agreement for Group/Commercial Use of HHLT Preserves**

**Please note carefully and adhere to the following requirements:**

1. Use of the property is not exclusive, meaning that the public is still welcome to use the property during your event.
2. A group must comply with the posted rules of use at the preserve and be aware of and sensitive to the natural and cultural values of the preserve. At all times, the privacy of the neighbors must be respected. Keep music volume to a reasonable level.
3. All rubbish and recyclable/refundable containers must be removed upon termination of the event.
4. Confetti, rice or similar materials may not be used.
5. Open fires are not permitted anywhere on the preserves. Other types of fires, such as grills and BBQ pits, are permitted by prior permission only.
6. Tents and toilet facilities can be set up the day before the activity/event and must be removed no later than the next business day after termination of the activity/event.
7. Use of Johnson Field includes building and electricity.
8. All events must terminate no later than 10:00 p.m.
9. The applicant agrees that any alcohol use will be guided by maturity, restraint and regard for the well-being of others. The applicant acknowledges that if alcohol is served or consumed, the applicant will take full responsibility and assumes all liability for its use on the premises

### **Rental Fees, Security Deposits, and Liability Insurance**

**Johnson Field Preserve:** The rental fee for the use of Johnson Field Preserve is \$350. A security deposit of \$350 is required and will be returned upon satisfactory inspection of the preserve after the event. A rental fee deposit of \$175 is required upon submission of an application and signed Agreement for Use. This will secure the reservation of the preserve for your requested date and time. Payment of the remaining \$175 of the rental fee, the security deposit, and the certificate of liability insurance, if required, are due 30 days before the event. The rental fee deposit will be returned if HHLT is notified of a cancellation 60 days before the event.

**Other Preserves:** The rental fees and required security deposit for use of any other HHLT preserve will be determined by HHLT at the time of application. The amount of the rental fee and security deposit will be based upon the particular preserve, the planned use, and the potential impact of the use upon the preserve. The security deposit will be returned upon satisfactory inspection of the preserve after use. A certificate of liability insurance naming HHLT as an insured party may be required.

**Liability Insurance:** A Certificate of Liability Insurance naming the Harpswell Heritage Land Trust as an insured party is required for all private or commercial uses, and any other use at which alcohol will be served or consumed. Commonly, a homeowner's or company's liability policy can be expanded to cover an event at little or no cost.

I have read and agree to abide by the terms of this Agreement for Use. Applicant's initials: \_\_\_\_\_